

AREA MANAGEMENT EVALUATION
OFFICER SAFETY

CHP 453S (Rev. 6-06) OPI 009

AREA Hollister-Gilroy	DIVISION Coastal	NUMBER 725-10-001
EVALUATED BY J. Banister		DATE 03/03/2010

INSTRUCTIONS: Indicate items reviewed by placing a check in the "Evaluated" box and/or the "Action Required" box. If this form is used as a Correction Report, the "Correction" box should be initialed and dated as deficiencies are corrected. Answer individual items with "yes" or "no" answers, or fill in the blanks as indicated. If additional comments are necessary, the information can be placed on the CHP 454, Area Management Evaluation Supplement. The Supplement should include significant findings, accomplishments or corrective actions, unresolved items, problems or progress, and the evaluator's overall impressions. This form can be completed in pen or pencil, and the Supplement can be handwritten if desired.

TYPE OF EVALUATION <input type="checkbox"/> Formal Evaluation <input checked="" type="checkbox"/> Informal Evaluation		SUSPENSE DATE	
FOLLOW-UP REQUIRED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		COMMANDER'S REVIEW <i>Y. Banister CAPT</i>	DATE 4-6-10
BY		EVALUATED Yes	ACTION REQUIRED No
CORRECTED			

1. COMMAND INVOLVEMENT

- a. Does the command emphasize importance of proper enforcement tactics to achieve the lowest possible incidence of injuries incurred by officers? ☒ Yes ☐ No
- (1) Does the commander stress importance of proper enforcement tactics, including use of force? ☒ Yes ☐ No
- (2) Does the safety record of the command reflect an awareness of proper tactics? ☒ Yes ☐ No
- (3) Do the officers' CHP 100 and CHP 118s, Performance Appraisals, contain comments on officer safety? ☒ Yes ☐ No
- b. Are the commander and lieutenants knowledgeable of enforcement tactics, physical methods of arrest, proper use of force, and the correct use of safety equipment? ☒ Yes ☐ No
- (1) Is this knowledge applied properly in critiques of incidents involving officers and sergeants? ☒ Yes ☐ No
- (2) Do the captain and lieutenants maintain a minimum level of enforcement skills? ☒ Yes ☐ No
- (a) Do they attend officer safety training sessions? ☒ Yes ☐ No
- (b) If they are not involved in officer safety, what are the reasons?

2. TRAINING AND CERTIFICATION

EVALUATED Yes	ACTION REQUIRED No	CORRECTED
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- a. Do training records indicate formal training has been received and certified? ☒ Yes ☐ No
- (1) Do records reflect annual certification of traffic officers and sergeants for proficiency in enforcement tactics, physical methods of arrest, and the proper use of safety equipment (use of force)? Have certifications been recorded for:
- (a) Searching techniques. ☒ Yes ☐ No
- (b) Handcuffing. ☒ Yes ☐ No
- (c) Use of safety equipment. ☒ Yes ☐ No
- (d) Suspect control. ☒ Yes ☐ No
- (e) High risk and felony stops. ☒ Yes ☐ No
- (f) Hostage control. ☒ Yes ☐ No
- (g) Prisoner transportation. ☒ Yes ☐ No
- (h) Radio control head operation. ☒ Yes ☐ No

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(2) Is the command dedicating enough time toward training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do training records reflect certifications for officers and sergeants are current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is there an established follow-up procedure to assure timely recertification of all officers and sergeants?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do Area supervisors review CHP 121s, CHP 121As, pursuit investigations, personnel complaints, and employ general observations to determine if proper enforcement tactics are being used in the Area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Are well-handled incidents recorded for future training purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are use of force situations closely reviewed to ascertain if all uniformed personnel understand when, and what level of force, is justified?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does an examination of CHP 100, CHP 118s, and citizen complaints indicate a through review is being made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Do Area supervisors notify those officers who are not proficient and ensure refresher training is made available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is refresher training required prior to certification?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Are the number of training hours necessary to accomplish certification indicated on the CHP 270?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is any pattern of training weakness apparent?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(b) Have necessary remedial steps been taken to assure thorough and continuous proficiency in all categories?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Does the command have an adequate number of instructors?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Is instructor proficiency maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Has an individual been given responsibility for the program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Does that individual ensure the quality and level of proficiency is maintained?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are there adequate and properly maintained facilities and equipment available for officer safety training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) What is the quality and quantity of the training being given? Officer safety training is emphasized in the Area during briefings.	Periodic training is accomplished through SROVT, discussion of use of force incidents/pursuits/shootings, CEW deployments from MIS. Area CEW instructors provide periodic training as needed.	
(5) Have the supervisor and his/her alternate received proper training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

3. SAFETY EQUIPMENT

	EVALUATED Yes	ACTION REQUIRED No	CORRECTED
a. Is Oleoresin Capsicum (OC) spray (pepper spray) carried by all uniformed personnel, captain and below, while on duty, in uniform?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is OC spray used when the need is indicated? Are notations made on booking sheets when OC spray is utilized to subdue a subject?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) When an officer is assaulted and an injury occurs, are the supervisors noting the use/nonuse of OC spray on the CHP 121?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Are individuals who are exposed to OC spray decontaminated by flushing the affected area with clear water within 30 minutes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

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(a) Do Area patrol cars carry at least two 500 mil. bottles of saline solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Are officers/sergeants familiar with the decontamination and first-aid procedure?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are officers/sergeants familiar with the function of their duty holsters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers/sergeants draw and fire their weapon, re-holster and without looking at the holster, fasten the safety strap with one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers and sergeants draw and fire their weapons within one and a half seconds, using one hand?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there personal confirmation by the testing officer that all weapons are unloaded prior to holster-related exercises?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are officers/sergeants proficient in reloading their weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Do officers/sergeants routinely practice with their batons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers/sergeants carry their batons on all enforcement stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Can officers/sergeants successfully demonstrate approved baton techniques?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Do all uniformed personnel wear body armor?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were required reports submitted to Supply Services Unit, per policy, for any incidents where body armor was struck by a bullet or other penetrating type instrument?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If so, did the involved officer receive a complete physical examination?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
f. Are holsters, ammunition, magazines, magazine pouches, handcuffs, handcuff case, and OC spray projectors inspected in conjunction with the annual performance appraisal?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do CHP 311 forms indicate compliance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Were deficiencies corrected within 30 days of the inspection?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

4. FIREARMS

EVALUATED

ACTION REQUIRED

CORRECTED

Yes

No

a. Has the requirement for quarterly review of policy regulating discharge of firearms been compiled with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do officers thoroughly understand the policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do incidents involving firearms show proper understanding of the policy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Are shoots conducted as required by policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have steps been taken to correct training deficiencies?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are weapons training and maintenance records readily available? Current?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do training records show qualification with all authorized weapons, day/night shoots, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Does the Area have a range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the officer completed Academy training for range officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Does the officer supervise all shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is the officer well-organized in his/her training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Is there a designated alternate to the range officer?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Has that officer received Academy training?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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d. Are range facilities adequate for pistol, rifle, shotgun and night shoots?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) If not, has alternate training been established and plans developed to obtain adequate facilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Do plans follow instructions for range contract renegotiations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Have future range needs been considered?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Is an effective and efficient inventory process for shotguns, rifles, and ammunition in place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Have shotguns been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all shotguns accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Are shotguns fired annually to ensure operable condition?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have tactical rifles been inventoried as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Are all tactical rifles accounted for?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is maintenance/cleaning done as required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is there adequate storage when the weapons are not being carried by on-duty officers?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Is there an effective method for assignment and control?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Is there a procedure in place to periodically audit ammunition? Are the following steps in the audit process taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Beginning inventory determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Has the total amount of ammunition ordered by requisition as well as returned (unused) ammunition been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Has the total rounds issued per ammunition records been determined?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(d) Has a physical inventory of ammunition been taken?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(e) Has the physical count been compared to the balance on hand according to the inventory record?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(f) Have rounds issued per training records been compared to rounds fired per shooting rosters?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(g) Has the mathematical accuracy of the inventory records been tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(h) When ammunition orders are received from Supply Services Unit, is the merchandise inspected, quantities checked against the packing/shipping documents, exceptions noted, and receipt acknowledged immediately upon delivery?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Is policy adhered to requiring firearms not to be drawn, loaded, or unloaded except in the clearing tube?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does location of the clearing tube(s) provide safety to personnel in or about the office in the event of an accidental discharge?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Are weapons training records maintained as required per policy? Has record reliability been determined by testing the accuracy of the following recorded information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Do the dates recorded on the various records correspond to the actual date training was conducted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Do training dates correspond to the activity information on the employee's CHP 415?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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(3) Do training dates closely correspond to the dates ammunition was issued for training (per inventory records)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Was ammunition issued for training (per inventory records) compared with the actual amount expended (per the shooting roster)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(a) Once done, was the disposition of any unused ammunition verified for those training days tested?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Are records kept updated as training takes place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(6) Is training recorded on the employee's CHP 270 and in ETRS?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(7) Is required information recorded in accordance with established guidelines and instructions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(8) Is a roster maintained for each shoot which includes all pertinent information (type of shoot, scores, date, etc.)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
h. Is there a procedure in place which ensures the person processing the ammunition requisition is not involved with the receiving and recording of ammunition inventory?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is a similar procedure in place which ensures the person recording weapons training information is not involved with handling and recording ammunition?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
(2) Is access to the ammunition storage and inventory records limited to the ammunition officer and supervisor or backup employee?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
i. If Area has a resident post (RP), what procedures are used to ensure weapons training of RP officers?			
(1) If RP handles ammunition, are proper accountability procedures in place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
j. Are required inspections conducted in conjunction with the annual CHP 118?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Is a second inspection of the primary firearm conducted every six months?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
5. PHYSICAL METHODS OF ARREST	EVALUATED Yes	ACTION REQUIRED No	CORRECTED
a. Do officers practice weaponless defense?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(1) Are officers familiar with the opponent's five weakest points?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Have officers with previous assault injuries thoroughly familiarized themselves with weaponless defense?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Were demonstrations of the following control techniques by officers observed:			
(1) Control holds.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(2) Punches.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(3) Strikes.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(4) Blocks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(5) Defensive kicks.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(6) Defenses against grabs.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(7) Defenses against weapons.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(8) Ground defense and takedowns.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
(9) Placing and removing suspects into and from vehicles.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

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c. Were observations of practical handcuffing techniques made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Can officers successfully apply handcuffs to a suspect who is standing, kneeling, prone, or uncooperative?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are all uniformed personnel knowledgeable of departmental policy on handcuffing?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all persons subjected to physical arrest searched for offensive weapons?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Has the local jail's experience with CHP arrests been reviewed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Has a practical demonstration of preliminary frisks and thorough searches been observed?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Do all officers know guidelines pertaining to searches of the opposite sex as outlined in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
6. ENFORCEMENT TACTICS	EVALUATED Yes	ACTION REQUIRED No
a. Do sergeants and officers have knowledge of proper procedures which should be followed during each of the five options of an enforcement stop?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Do officers have a constant awareness of their personal safety during enforcement stops and when apprehending suspected or known criminals?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Were demonstrations of an enforcement stop observed which show the officers' ability to safely control the situation at all times regardless of the level of hazard presented?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Is the violator stop effectively made?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(b) Is the violator completely controlled?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(c) Is the prisoner properly prepared for transportation?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Is there evidence of pre-planning and coordination with allied agencies to prepare beat officers for hostage situations?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Do officers understand their role is limited to containment of the incident until relieved by the authority having jurisdiction?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Are officers aware of the need to maintain fire discipline at all times?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Are officers knowledgeable of their responsibility to detain potential witnesses, control ingress and egress to the scene, evacuate the area if required, and render necessary medical aid?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(4) Were various officers and supervisors questioned to determine their knowledge of the CHP role in hostage incidents?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
7. PURSUITS	EVALUATED Yes	ACTION REQUIRED No
a. Are all uniformed personnel well-versed in policy regarding the conduct of pursuits?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Number of units?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) When to discontinue?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Were pursuit critiques checked to determine if the pursuits comply with enforcement guidelines listed in policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) Where noncompliance is indicated, were corrective actions taken?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Does the Area have written guidelines or plans to ensure proper coordination with allied agencies during pursuits?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

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(1) Are any written agreements on file?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Is Division involved in the planning process?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(3) Does the Area have and use a pursuit training guide tailored to the specific needs of the command?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
8. FORCIBLE STOPS	EVALUATED Yes	ACTION REQUIRED No
a. Are Area personnel knowledgeable regarding the policy on forcible stops?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(1) Does the Area follow departmental policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(2) Have forcible stop reports been reviewed for compliance with policy?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(a) If forcible stop policy has not been complied with, has corrective action been taken or training conducted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. ROADBLOCKS	EVALUATED Yes	ACTION REQUIRED No
a. Has the Area worked with allied agencies to develop plans for establishing roadblocks and deployment of the hollow spike strip?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(1) Are strategic points and personnel assignments outlined?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
(2) Have the officers received instructions on the proper methods of establishing roadblocks?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
(3) Have interagency training sessions been conducted?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10. RADIO FAMILIARIZATION	EVALUATED Yes	ACTION REQUIRED No
a. Are officers familiar with all aspects of the radio control head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Can officers demonstrate how to change the radio from their home Area to another Area/Division?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Can officers efficiently operate all emergency equipment from the radio head?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

SUPPLEMENTAL

1. COMMAND INVOLVEMENT

1.a. Captain Saxon reported to the Area in January 2010 and has placed a strong emphasis on officer safety and training. Captain Saxon attended a PMA training session in March 2010 and additionally has been proactive in forwarding and disseminating officer safety bulletins and information to the Area supervisors. The Hollister-Gilroy Area does not have any lieutenants assigned, so the captain works directly with the sergeants on officer safety issues.

2. TRAINING AND CERTIFICATION

2.a. The Hollister-Gilroy Area conducted its annual PMA certifications in December 2009. All personnel passed at that time. For this evaluation, PMA Instructor, Officer G. Nesinov, ID#18014, conducted PMA certifications of a representative sample of uniformed personnel. A sergeant, two patrol officers, and a special duty officer were selected for certification. All personnel passed their certification. Personnel included ~~Sergeant S. Temple ID#9400, Officers S. Parra, ID#13521, J. Rios, ID#19100, and L. Young, ID#19733.~~

2.a.(2) The command dedicates significant time toward officer safety training. The Area has become a training area over the past several years as many new officers have reported to the Area from the Academy. With this in mind, Area sergeants are proactive in frequently disseminating officer safety information during briefings through SROVT involving PMA techniques, policy review and updates, and ride-alongs. The Area Training Officer conducts proactive range training with all personnel.

2.b.(2)(a) Area sergeants frequently utilize the CHP 100 to provide officer safety feedback and training to specific personnel involved in arrests/incidents. In addition, CHP 100 form occupational safety comments periodically cover OST/PMA issues.

2.c. Refresher training is not required but is offered approximately 1 month prior to certification to any personnel request it.

2.d. The Area currently has three PMA instructors.

2.d.(4) The quality of training is adequate. As the Hollister-Gilroy Area has a constant influx of new officers reporting to the Area, the new officers are frequently asked to demonstrate PMA techniques during shift briefings.

3. SAFETY EQUIPMENT

3.a.(1) No officers utilized OC spray in an enforcement encounter during 2009.

3.a.(2) Not applicable in 2009.

SUPPLEMENTAL

3.a.(3) Not applicable in 2009.

3.b.(1) The Area Training Officer has verified that all personnel have accomplished this during qualifications with the departmental weapon.

3.c. The Hollister-Gilroy range staff frequently incorporates loading drills into monthly range training including clearing of malfunctions and "support" hand only re-loading.

3.e.1. Not applicable in 2009.

3.f. The audit revealed all surveyed personnel had an annual equipment inspection.

4. FIREARMS

4.a.(1) While conducting PMA certifications for this audit, Sergeant Banister questioned the participants as to their knowledge of the Discharge of Firearms policy. All personnel had a proper understanding of the policy although the junior officers had difficulty utilizing the verbiage from the policy.

4.b. Required shoots are being conducted. The audit revealed that one special duty officer missed her required quarterly pistol, rifle, and shotgun shoots.

4.d.(1). Although not currently used, the Hollister-Gilroy Area has access to the Hollister P. D. range and San Benito S. O. range.

4.e. The training officer utilizes a pre-printed monthly checklist to inventory rifles and shotguns. Shotguns and rifles are being inventoried as required.

4.e.(1)(b) The Area Training Officer position changed hands in May 2009. It was discovered in December 2009 that the new training officer had not completed all quarterly shotgun inspections in the third quarter. The Area had sufficient trained weapons officers to assist the training officer; however, the training officer did not avail himself of their assistance. Additional training was provided to the training officer, and all but a few shotguns were inspected in the fourth quarter of 2009. As of the first quarter 2010, all shotguns are on track to be inspected.

4.e.(2)(b) The Area Training Officer position changed hands in May 2009. It was discovered in December 2009 that the training officer had not completed all quarterly rifle inspections in the third quarter. The Area had sufficient trained weapons officers to assist the training officer; however, the training officer did not avail himself of their assistance. Additional training was provided to the training officer, and all but a few rifles were inspected in the fourth quarter of 2009. As of the first quarter 2010, all rifles are on track to be inspected.

SUPPLEMENTAL

4.e.(3) There currently is not a procedure to periodically audit ammunition. The Administrative Sergeant will begin a quarterly audit effective immediately.

4.e.(3).(e) The .40 caliber and rifle ammunition balances are correct. There is a discrepancy with our shotgun ammunition. When the current Area Training Officer assumed his position, he began intermixing birdshot and buckshot. The two inventories have been combined.

4.h. On one occasion in 2009, an independent verifier was not used to check in the requisition. The Area Training Officer was aware of this requirement; this was considered a one time error.

4.h.1. The Training Officer has not been having an independent verifier check in the ammunition. The Administrative Sergeant will advise the training officer that this protocol needs to be followed.

5. PHYSICAL METHODS OF ARREST

5.a.(2) Not applicable in 2009.

5.c.(1) All personnel participating in the audit did a proficient job handcuffing. Officers S. Parra and J. Yount did an exceptional job.

5.d.(1) No problems with CHP personnel have been reported.

5.d.(2) All personnel participating in the audit did a proficient job conducting a preliminary frisk and standing search. Officers S. Parra and J. Yount did an exceptional job.

6. ENFORCEMENT TACTICS

6.a. All personnel participating in the evaluation had knowledge of the proper procedures.

6.b.(1) These observations have been made by Area sergeants during annual and FTEP ride-alongs:

6.c. There are no formal protocols with allied agencies. In the past, Gilroy P. D. has conducted active shooter drills at the local high school campus in which CHP personnel have participated. No current training or drills are scheduled.

7. PURSUITS

7.a. All personnel participating in the evaluation were aware of CHP pursuit policies.

SUPPLEMENTAL

7.b. The Area does not have a written plan with allied agencies for pursuits. The Area has been involved in pursuits over the last several years, and allied agencies have acted in accordance with CHP policies.

8. FORCIBLE STOPS

8.a. Of the four uniformed personnel surveyed on this issue during this audit, three of the four had a proper knowledge of the Forcible Stops policy. One officer was not completely familiar with the policy, but through subsequent discussion, that officer was made aware of the policy.

9. ROADBLOCKS

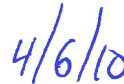
9.a. The Area does not have a plan for establishing roadblocks or deployment of the spike strip.

10. RADIO FAMILIARIZATION

10. All officers and sergeants completed training CHP Radio Frequency Training in December 2009.



J. BANISTER, Sergeant



Date:

**COMMAND INSPECTION PROGRAM
EXCEPTIONS DOCUMENT**

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Command: Hollister-Gilroy	Division: Coastal	Chapter: 17
Inspected by: J. Banister		Date: 3/24/2010

INSTRUCTIONS: This document shall be typed. Check appropriate boxes as necessary, or fill in the blanks as indicated. Enter the chapter number of the inspection in the Chapter Inspection number. Under "Forward to:" enter the next level of command where the document shall be routed to and its due date. This document shall be utilized to document innovative practices, suggestions for statewide improvement, identified deficiencies, corrective action plans. A CHP 51 Memorandum may be used if additional space is required.

TYPE OF INSPECTION <input type="checkbox"/> Division Level <input checked="" type="checkbox"/> Command Level <input type="checkbox"/> Executive Office Level		Total hours expended on the inspection: 12	<input type="checkbox"/> Corrective Action Plan Included <input type="checkbox"/> Attachments Included
Follow-up Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Forward to: Coastal Division Due Date: 03/31/10		
Chapter Inspection:			
Inspector's Comments Regarding Innovative Practices:			

The Hollister-Gilroy Area has three dedicated "Officer Safety" bulletin boards in the briefing room. Two are dedicated to general safety issues and one specifically to local wanted and high risk individuals. The local information is useful for CALGRIP operations.

Command Suggestions for Statewide Improvement:
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The Hollister-Gilroy Area currently has three PMA instructors, but until recently had only two. Two of them are expected to transfer in the coming year. In recent years, it has been difficult to recruit PMA instructors due to the current two week class. It is recommended that a shorter term class be implemented to certify Area instructors to accomplish annual certifications only. Advanced Officer Safety Training would be required to teach advanced skills.

Inspector's Findings:

The most significant issues discovered in this audit concern quarterly inspections of rifles and shotguns and ammunition inventory procedures. The rifle/shotgun inspection issue was discovered in December 2009 unrelated to this specific evaluation. The Administrative Sergeant provided additional direction and training to the Area Training Officer to resolve this issue, and this requirement currently conforms to policy.

With regards to the ammunition inventory, the Area Training Officer unintentionally mixed two different types of shotgun ammunition on his inventory sheet. This issue has been rectified. Some of the check procedures concerning the verification of incoming /used ammunition were not being followed. The Area Training Officer is aware of the policy requirements and has immediately implemented them.

Commander's Response: <input checked="" type="checkbox"/> Concur or <input type="checkbox"/> Do Not Concur (Do Not Concur shall document basis for response)
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Inspector's Comments: Shall address non concurrence by commander (e.g., findings revised, findings unchanged, etc.)

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Required Action
Corrective Action Plan/Timeline

This inspection discovered inaccurate record-keeping by the weapons/training officer related to the quarterly ammunition audits. It was determined that ammunition audits were not documented for the calendar year of 2009. Shotgun 'training' rounds (birdshot) were used during required training exercises, but the counts were deducted from the 'service' round (00 buck) inventory. During this audit, the counts for 'training' rounds and 'service' rounds did not match. However, the total number of shotgun rounds did match.

The inconsistent record-keeping has been addressed with the weapons/training officer. The administrative sergeant has been directed to conduct quarterly ammunition audits as required by policy. To ensure that no 'training' rounds were accidentally deployed to the field, a briefing item was immediately issued directing all uniformed employees to check their assigned vehicle shotgun for '00 buck' rounds. No 'training' rounds were located in the deployed shotguns.

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<input type="checkbox"/> Employee would like to discuss this report with the reviewer. (See HPM 9.1, Chapter 8 for appeal procedures.)	COMMANDER'S SIGNATURE <i>[Signature]</i> Capt	DATE 4-5-10
	INSPECTOR'S SIGNATURE <i>[Signature]</i>	DATE 4-6-10
<input checked="" type="checkbox"/> Reviewer discussed this report with employee <input type="checkbox"/> Concur <input type="checkbox"/> Do not concur	REVIEWER'S SIGNATURE <i>[Signature]</i>	DATE 4/27/10

9621 discussed w/command.